

# REGISTRATION FORM

## INSTRUCTIONS

• **MAIL** completed form with check or credit card information to:

ASF  
Attn: National Conference,  
1720 N Street NW,  
Washington, DC 20036.

*Registrations sent by mail must be postmarked by July 1 to receive the early bird rate.*

*All registrations sent by mail must be received by September 30.*

**- OR -**

• **FAX** completed form with credit card information to 202-580-6579.

● \_\_\_\_\_  
Please complete one registration form per person. For multiple registrants, copy the form or download additional copies at [www.smallfoundations.org](http://www.smallfoundations.org).

Payment must be included with all registrations.

By submitting your registration form, you agree to our participant guidelines, cancellation and substitution policy, participant list policy, and photo release statement.

Refer to [www.smallfoundations.org](http://www.smallfoundations.org) for these policies and statements.

**Questions? Call 888-212-9922  
or e-mail [asfconference@smallfoundations.org](mailto:asfconference@smallfoundations.org).**

**Please provide the following information for each conference participant:**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Name for Badge (if different from first name) \_\_\_\_\_

Title \_\_\_\_\_

Foundation/Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

**TYPE OF ORGANIZATION:**

- Family Foundation       Independent Foundation  
 Community Foundation       Corporate Foundation/Giving Program  
 Other (please specify): \_\_\_\_\_

*If foundation:*

Year foundation was established: \_\_\_\_\_

Asset size of foundation (e.g., \$1,000,000): \_\_\_\_\_

**LENGTH OF TIME IN PHILANTHROPIC WORK**

- 0 – 2 years       3 – 5 years       6 – 10 years       11+ years

**DO YOU HAVE A PARTICULAR GRANTMAKING INTEREST?** (check all that apply)

- Animals       Health       Religion  
 Arts and Culture       Human Services       Science and Technology  
 Education       International Affairs       Social Sciences  
 Environment

**YOUR ROLE** (check all that apply)

- Trustee/Board Member       Donor       Staff  
 Family Member       Advisor

**SPECIAL NEEDS THAT MAY REQUIRE ASSISTANCE** (e.g., hearing, visual, mobility, dietary restrictions):  
\_\_\_\_\_

## FEES

\$ \_\_\_\_\_ **Conference Registration**

### Early Bird (through July 1)

- Member: \$595
- Multiple Member Discount: \$495\*
- Non-Member: \$895

### General (after July 1)

- Member: \$695
- Non-Member: \$995

\*Early bird multiple member discount: \$495 through July 1 for fourth and subsequent participant from same ASF member organization. Three individuals from the same ASF member organization must first pay the full registration fee.

\$ \_\_\_\_\_ **Outdoor Excursion Within Austin City Limits, \$75**

Wednesday, October 13, 2:00 p.m. – 6:00 p.m.

## PROGRAMS REQUIRING PREREGISTRATION (no additional fee)

**NEXT GENERATION RETREAT, Sunday, October 10, 2:00 p.m. – 6:00 p.m.**

### PRECONFERENCE WORKSHOPS, Monday, October 11, 8:30 a.m. – 11:00 a.m. (select one)

- Newcomers' Orientation
- Help! I Just Incorporated
- Funding Early Childhood Development
- Not Your Parents' Wealth Management Strategies
- Streamlining Your Application and Reporting
- I will not attend a preconference workshop

**LEARNING LABS, Tuesday, October 12, 9:00 a.m. – 12:00 p.m.** (you must choose a learning lab to attend. Otherwise, your registration form will be incomplete.)

- Filing the Form 990-PF
- Roadmap to Financial Health: Your Investment Policy Statement
- Facilitation: Tools of the Trade
- Program Related Investments: Do Good and Get Your Money Back
- Funding Public Education
- Identifying Winning Nonprofits Intensive
- At the Board Table
- Legal Essentials
- International Grantmaking: Nuts and Bolts
- Impact Intensive

**FOR CHILDREN AND FAMILIES, Tuesday, October 12, 3:45 p.m. – 5:00 p.m.**

\$ \_\_\_\_\_ **A la carte**

Additional Meal Tickets (for guests or family members not attending the full conference)

- Networking Event at The Driskill Hotel, \$90
- All Meals, \$375

\$ \_\_\_\_\_ **Donation** to ASF in support of the 2010 National Conference

\$ \_\_\_\_\_ **TOTAL**

## PAYMENT

- Check enclosed (payable to ASF)
  - MasterCard
  - Visa
  - American Express
- Name on Card \_\_\_\_\_
- Credit Card Number \_\_\_\_\_
- Expiration Date \_\_\_\_\_
- Billing Zip Code \_\_\_\_\_
- Signature of Cardholder \_\_\_\_\_

I authorize the Association of Small Foundations to charge my credit card for the total fees indicated above. If I have miscalculated the conference fees, I authorize the Association of Small Foundations to make the necessary adjustments and to charge my card accordingly.

For multiple registrations, only one Signature of Cardholder is required.